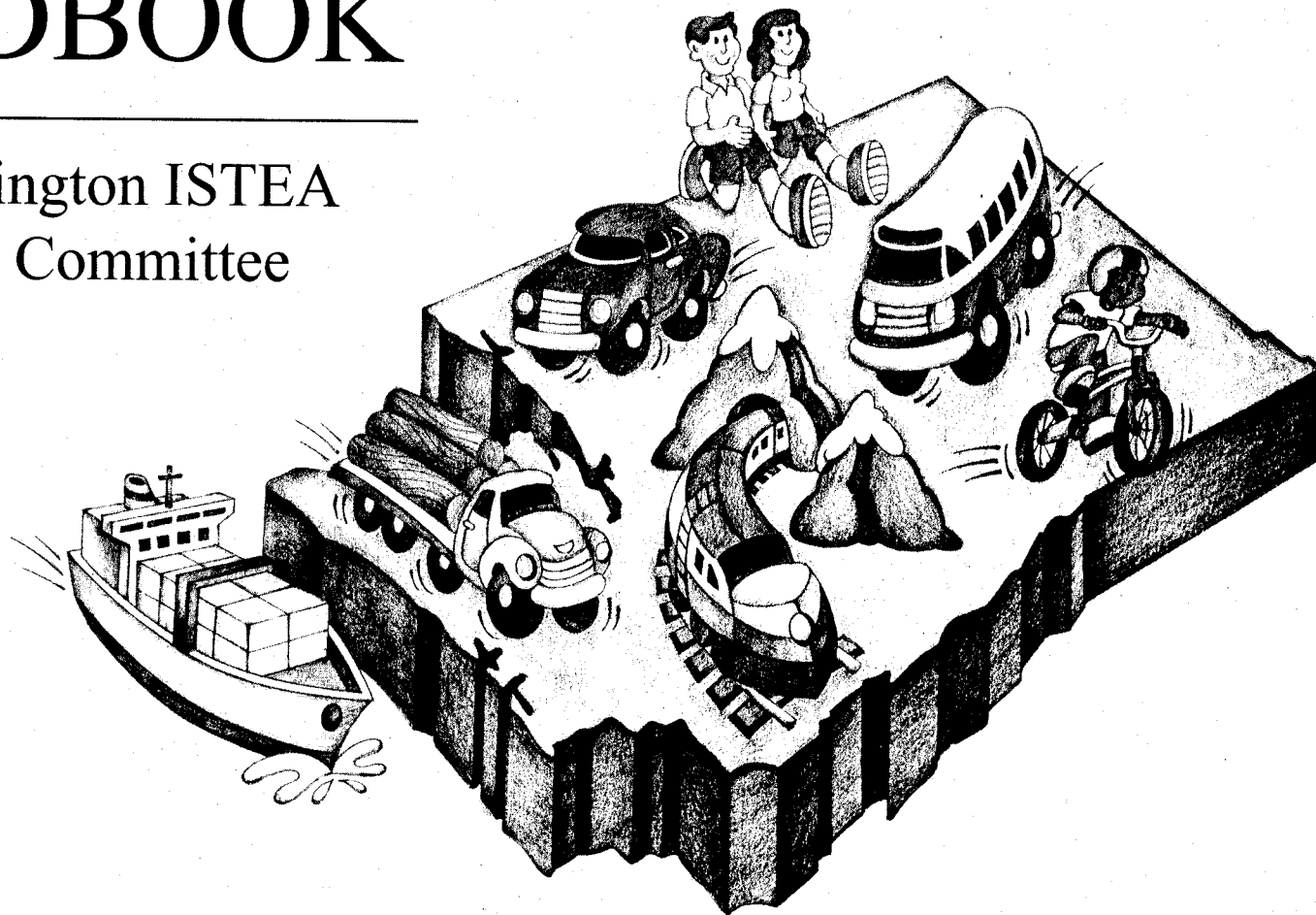


# ISTEA HANDBOOK

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The Washington ISTEA  
Steering Committee



The Washington Transportation Policy Institute

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## **ISTEA Steering Committee**

Office of the Governor  
Legislative Transportation Committee  
Washington State Department of  
Transportation  
Washington State Association of Counties  
Association of Washington Cities  
Washington State Transit Association  
Washington Public Ports Association  
Puget Sound Regional Council  
Cowlitz-Wahkiakum Council of Governments  
Washington Transportation Policy Institute

## **Action Team**

AAA of Washington  
Associated General Contractors of Washington  
Association of Washington Cities  
Bicycle Federation of Washington  
County Road Administration Board  
Eastside Transportation Committee  
Gray Line of Seattle  
Greater Seattle Chamber of Commerce  
International Federation of Professional and  
Technical Engineers  
Legislative Transportation Committee  
Matrix Management Group  
Mosquito Fleet, Inc.  
Municipality of Metropolitan Seattle  
Northwest Bicycle Foundation  
Office of Financial Management  
Office of the Governor

Puget Sound Regional Council  
Rails-To-Trails Conservancy  
Snohomish County Committee for Improved  
Transportation  
Southwest Washington Regional Transportation  
Council  
Washington Environmental Council  
Washington Public Ports Association  
Washington Transportation Policy Institute  
Washington State Department of Transportation  
Washington Transit Association  
Washington Transportation Commission  
Washington Transportation Improvement Board  
Washington Trust for Historic Preservation  
Washington Wheat Growers Association

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### **Consultants:**

Dye Management Group, Inc.

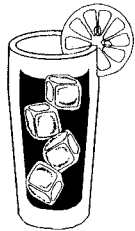
Cambridge Systematics

Canby, Cameron and Company

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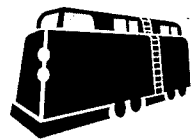
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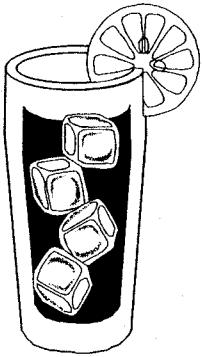
# **The Intermodal Surface Transportation Efficiency Act**





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# The Intermodal Surface Transportation Efficiency Act



## PURPOSE OF THE HANDBOOK

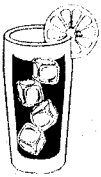
This handbook provides an overview of the implementation process for the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) in Washington State. Prepared by the ISTEA Steering Committee, the handbook is meant for elected officials, public agency representatives, citizens, and others interested in transportation. The handbook:

- Summarizes the changes in transportation policy and planning mandated by the act
- Informs organizations about their responsibilities under ISTEA
- Provides those with an interest in transportation with information to access the process
- Describes the underlying philosophy of ISTEA and its relationship to other state and federal legislation.

The handbook includes appendixes that provide further information. Readers interested in participating in state and/or regional planning and project selection processes will find a listing of organizations that can be contacted to find out about opportunities for participation in Appendix A. There is a glossary in Appendix B for readers unfamiliar with terms used in this handbook.

## OPPORTUNITIES FOR OLD AND NEW PLAYERS

ISTEA opens a new era of making transportation decisions. It offers opportunities for both old and new players. For the first time, all users and providers of transportation are to decide jointly on the transportation system for the future. These include bicycle and pedestrian advocates, transit agencies, ports, rail, city and county public works departments, tribal governments, the Department of Transportation, and others. Interested citizen



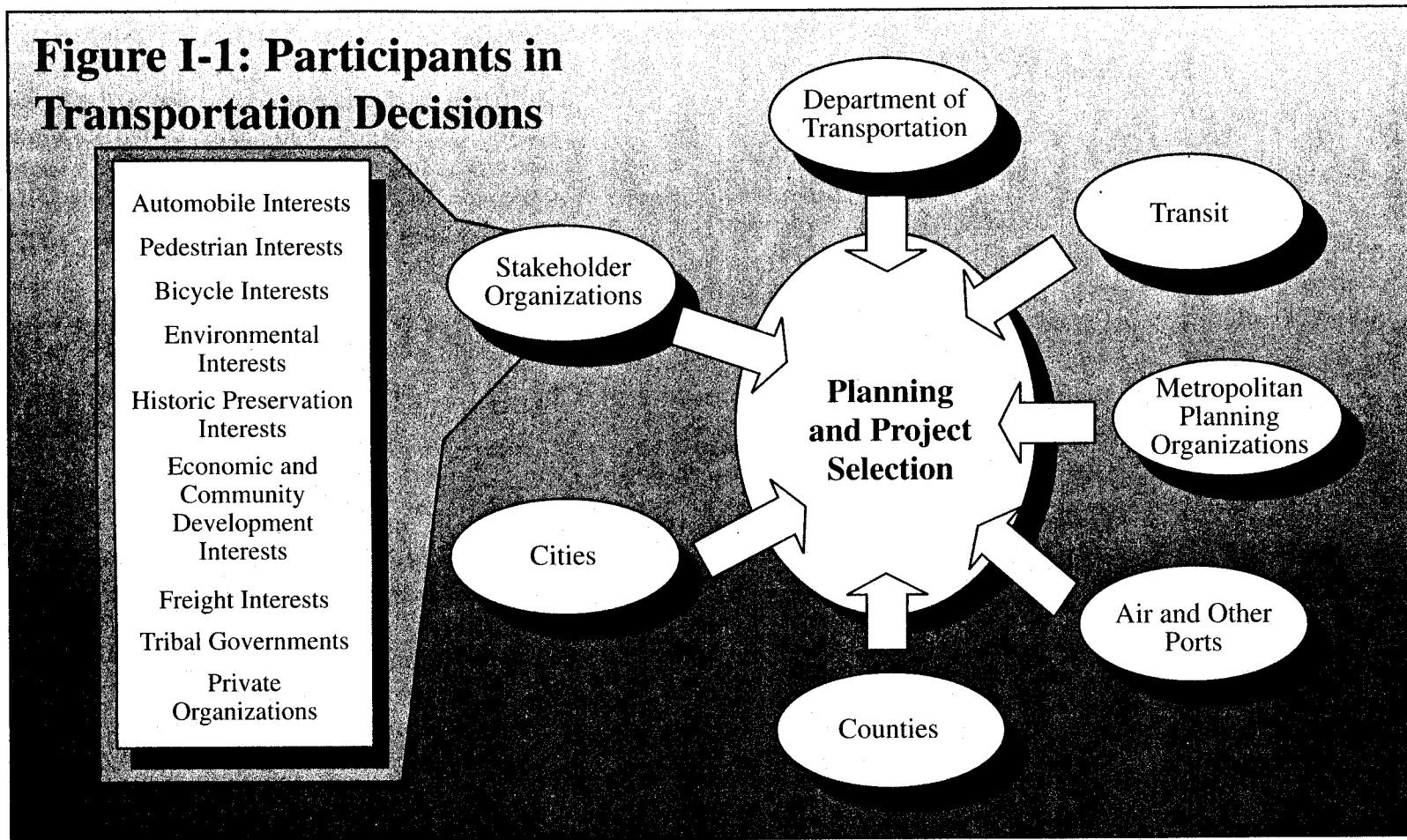
and public interest groups are invited to get involved.

State and local decision makers have much more freedom in making investment choices that reflect their constituents' transportation priorities

than ever before, because of new flexibility in the use of federal funds.

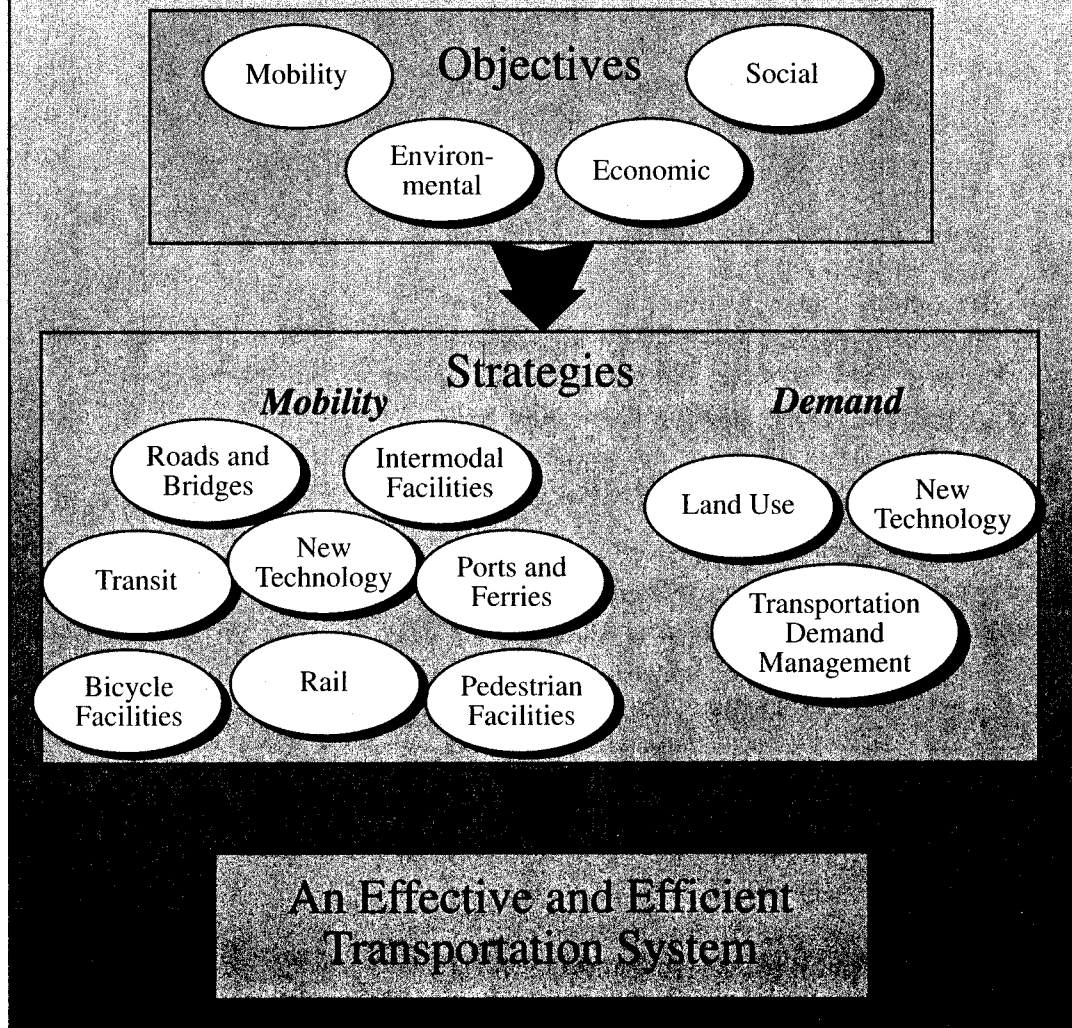
Figure I-1 illustrates the broad range of transportation decision makers under ISTEA.

**Figure I-1: Participants in Transportation Decisions**





**Figure I-2: ISTEA – A Comprehensive Transportation Perspective**



## THE ISTEA MANDATE AND REQUIREMENTS

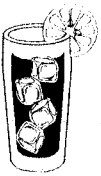
ISTEA of 1991 provides a new vision for surface transportation in America. Its stated policy is

*“to develop a National Intermodal Transportation System that is economically efficient, environmentally sound, provides the foundation for the Nation to compete in the global economy, and will move people and goods in an energy-efficient manner.”*

This vision provides a framework for developing a transportation system that reflects our mobility, economic, social, and environmental goals. To achieve these goals, both transportation supply and demand side approaches are needed. Figure I-2 illustrates these dynamic relationships.

ISTEA mandates profound changes in the planning and project selection requirements for federally funded transportation projects. These changes include:

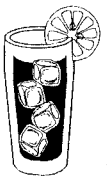
- **Balancing All Modes:** ISTEA requires that all modes of transportation, including autos, public transit, bicycles, and walking, be considered on equal terms in order to build the transportation system that best meets regional and state transportation needs and policy goals.



- **Flexibility:** A high degree of funding flexibility among modes of transportation promotes an integrated, multimodal approach. If certain conditions are met, funds previously earmarked for roads can now be spent on public transportation and vice versa.
- **Regionalized Decision Making:** Transportation decisions made at the local level often affect the entire region. Because this is the case, ISTEA mandates a regional approach for urbanized areas. In Washington, not only the transportation planning organizations for large urban areas but also those for medium-sized urban and rural areas have been given the authority to select certain projects based on regional priorities and needs.
- **Planning:** Sound planning is essential to building an efficient and well-functioning transportation system. For that reason, ISTEA requires a statewide planning process for the first time and introduces expanded planning requirements for Metropolitan Planning Organizations.
- **Avoiding "Wish Lists" – Prioritization and Financial Constraint:** In order to become part of a Transportation Improvement Program, projects have to meet a clear set of criteria reflecting regional or

statewide needs and priorities. While Metropolitan Planning Organizations have had to prepare programs for many years, under ISTEA these Transportation Improvement Programs (at both the state and regional levels) must be financially constrained. That means that they can only include projects for which there is a reasonable expectation that funds will be available for implementation.

- **Management Systems – Better Information for Transportation Decisions:** Better information is required to plan for and manage transportation systems. To provide this information, ISTEA requires states and some metropolitan planning organizations to develop management systems, including:
  - Highway pavement
  - Bridges
  - Highway safety
  - Traffic congestion
  - Public transportation facilities and equipment
  - Intermodal transportation facilities and systems.
- **Meaningful Public Involvement:** ISTEA mandates public involvement in both



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planning and project selection at the local, regional, and state level. It requires that citizens, public interest groups, public and private transportation providers, and other interested parties be given a "reasonable opportunity" for early and ongoing input.

- **Enhanced Role of the Governor:** ISTEA gives the Governor a greater responsibility in ensuring that the process of making transportation decisions at both state and regional levels is adequate. The Governor now has to approve all Transportation Improvement Programs prepared by Metropolitan Planning Organizations and certify that the public involvement process for the Statewide Transportation Improvement Program has been adequate.
- **Targeting Clean Air Goals:** State and local transportation plans must be consistent with the Department of Ecology's effort to achieve federal clean air standards, defined in the State Implementation Plans for air quality. For areas that do not meet federal clean air standards, ISTEA provides funding for a variety of actions that can reduce air pollution caused by motor vehicles. The act requires that projects be consistent with clean air goals to receive federal funds.
- **Advanced Technologies:** Research and development to find new solutions to transportation problems are encouraged.

One example is use of Intelligent Vehicle Highway Systems. These systems use advanced technology to increase the efficiency and safety of the existing transportation system.

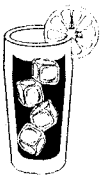
## KEY PROGRAMS

ISTEA funds are distributed through a variety of programs intended to achieve different objectives. The programs most important to local, regional, and state decision makers are contained in Title I of ISTEA, Surface Transportation; Title III, the Federal Transit Act; and Title VI, Research. The following summarizes these programs. They are described in more detail later in the handbook.

### TITLE I – Surface Transportation

#### SURFACE TRANSPORTATION PROGRAM

The Surface Transportation Program is a program created to plan for and fund a broad range of surface transportation needs. Funds can be spent on many roads, transit projects, sea- and airport access projects, car and vanpool facilities, bicycle facilities and pedestrian walkways, and a variety of other



activities. This program reflects the most significant policy changes prescribed by ISTEA.

Under the Surface Transportation Program, ISTEA sets aside 10 percent of specified funds, each, for transportation enhancement activities and safety. The Enhancements Program exemplifies the change in philosophy inherent in ISTEA and provides new opportunities for funding non-traditional projects such as pedestrian and bicycle facilities, scenic byways, landscaping, and historic preservation. Safety funds are dedicated to activities such as hazard elimination and railroad crossings.

### **CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM**

The Congestion Mitigation and Air Quality Improvement Program funds transportation projects designed to achieve federal clean air standards by reducing transportation-related emissions. Washington will receive funds for three ozone and/or carbon monoxide nonattainment areas: Seattle/Tacoma, Spokane, and Vancouver.

### **NATIONAL HIGHWAY SYSTEM**

The National Highway System will include all Interstate routes, major urban and rural arterials, and highways and highway connectors important for defense purposes. The system is currently being

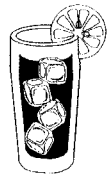
defined. Washington expects that in the State, about 3,000 miles will be eligible for funding when Congress approves the system in 1995.

### **INTERSTATE SYSTEM**

For Washington, there are two important components of the Interstate System: Interstate Construction and Interstate Maintenance. Several sections of the Interstate System are eligible for Interstate Construction funding, including a section of I-90 between I-5 and I-405, completing the I-705 connection to SR 509 in Tacoma, and eligible portions of the HOV lane system on I-5 and I-405 in the King County metropolitan area.

### **BRIDGE PROGRAM**

The bridge program provides for inspection, some types of maintenance, rehabilitation, or replacement of bridges on any public roadway. Distribution of funds under this program is basically unchanged from previous years; however, the overall bridge funding level to this state has doubled.



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## **TITLE III – Federal Transit Act Amendments of 1991**

Under Title III, funds for transit capital projects are available to urbanized areas, to transportation services for the elderly and disabled, and to rural areas. The act also provides funds for operating expenses. ISTEA for the first time gives transit an equal footing with highway projects by increasing the federal share for transit projects to 80 percent, the same as for highways. It gives local governments the opportunity to use roadway dollars for transit and vice versa, although no transit funds can be transferred until a very specific set of requirements is met.

## **Title VI – Research and New Technologies**

ISTEA provides support for enhanced research and development and the effective application of new technologies to solve transportation problems. The act authorizes funds for accelerated testing, evaluation, and implementation of technologies that are designed to improve the efficiency, environmental impact, productivity, durability, and safety of transportation facilities.

## **Other Programs**

In addition to these programs, ISTEA authorizes funds through a variety of other programs, such as the Federal Lands Program, the congressionally designated demonstration programs, National Scenic Byways, and several discretionary programs.

## **THE ISTEA STEERING COMMITTEE PROCESS**

As described previously, ISTEA fundamentally changes the approach to transportation planning, financing, programming, and decision-making for federal transportation funds. Recognizing the extent of the potential impact and to help Washington take advantage of the changes, an ISTEA Steering Committee was convened to develop recommendations for implementing the act.

The ISTEA Steering Committee comprises representatives of the following: the Governor, the Legislative Transportation Committee, the Department of Transportation, counties, cities, Metropolitan Planning Organizations, transit, and ports.

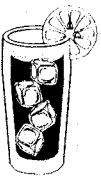


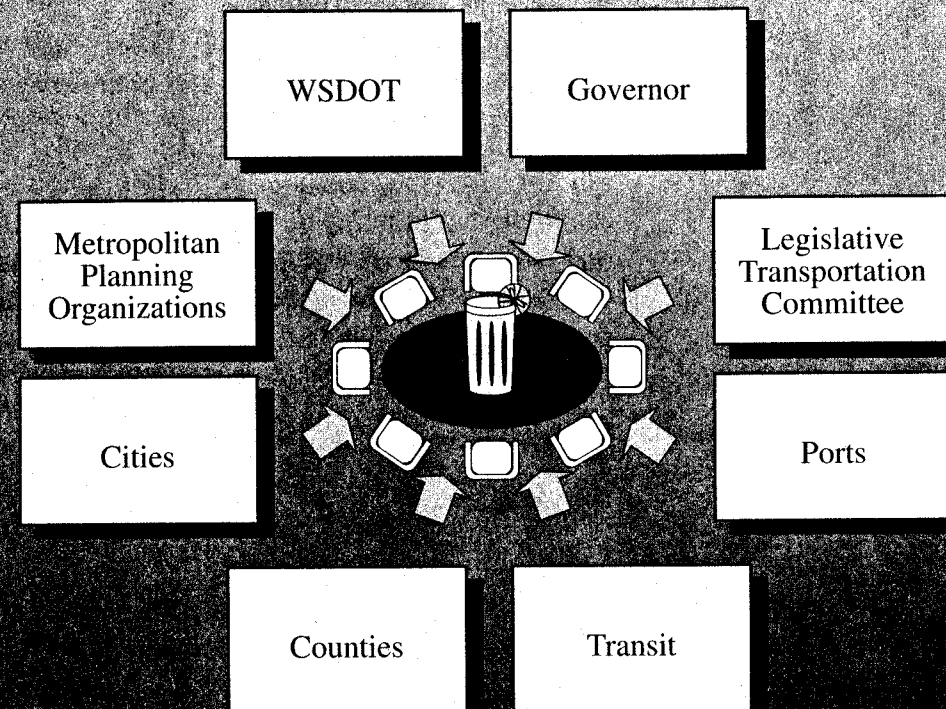
Figure I-3 depicts the Steering Committee. The ISTEA Steering Committee established the following objectives: developing collective recommendations to ensure successful implementation of ISTEA, recommending legislation and other implementation actions, and addressing governance, accountability, and financial policy issues.

The ISTEA Steering Committee does not have statutory authority; instead, its influence comes from developing consensus on policy positions that can guide those with authority to implement the act.

The Steering Committee is supported by Action Teams that include government organizations as well as other interested parties representing environmental, bicycle, historic preservation, engineering, and other interests. The Action Teams develop the details of recommendations for consideration by the Steering Committee. In addition, the Steering Committee involves the public and interested parties in its work by widely circulating policy papers, placing notices in newsletters, and conducting open meetings.

The Washington Transportation Policy Institute is administering the process for the Steering Committee. The Institute is a statewide organization representing multimodal transportation interests, which attempts to address important issues related to all aspects of transportation in the State. The Institute and Steering Committee are jointly responsible for this handbook.

**Figure I-3:  
The ISTEA Steering Committee**





# **Implementing ISTE**



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# Implementing ISTEA



This section describes the mechanisms adopted by the ISTEA Steering Committee for implementing ISTEA in Washington. It reflects the policy goals set by ISTEA and the Steering Committee. It describes the planning process under ISTEA, the programming and project selection process, the implementation process for the Surface Transportation Program, and the public involvement requirements.

## PLANNING

ISTEA places new emphasis on transportation planning activities at both the state and regional levels. For the first time, there is a federal requirement for a statewide planning process in consultation with smaller regional planning organizations and in cooperation with larger Metropolitan Planning Organizations. Both state and Metropolitan Planning Organizations are required to prepare 20-year, long-range plans.

## Factors to Be Considered

ISTEA strengthens previous planning requirements by specifying a number of factors that must be considered in the development of transportation plans and programs. Metropolitan Planning Organizations are to address 15 factors, while the State is required to take 23 factors into consideration.

The factors are formulated to reassert the policy goals of ISTEA, reinforce the link between policy goals and planning, and establish broader relationships between transportation planning and other planning activities, such as land use, growth management, and air quality compliance. They are also intended to expand the role of transportation planning, facilitate the development of a more balanced transportation system, and increase the efficiency of the system.

Table II-1 lists the factors to be considered by Metropolitan Planning Organizations and the state as part of long-range planning.



**Table II-1: ISTEA Planning Factors**

A Broader Role for Transportation Planning	Developing a Balanced Transportation System	Increasing Transportation System Efficiency
Metropolitan Planning Factors		
<ul style="list-style-type: none"> <li>• Consider the overall social, economic, energy, and environmental effects of transportation decisions.</li> <li>• Consider the effect of transportation policy decisions on land use.</li> <li>• Consider specific types of locations, including air- and seaports, border crossings, recreation areas, and military installations.</li> <li>• Consider the consistency of transportation planning with federal, state, and local energy goals.</li> </ul>	<ul style="list-style-type: none"> <li>• Include methods to expand and enhance transit services to increase their use.</li> <li>• Include investments to increase security in transit systems.</li> <li>• Include programming of transportation enhancement projects.</li> <li>• Consider the information generated by the six state-developed management systems.</li> <li>• Preserve existing rights-of-way.</li> <li>• Consider the connectivity between roads within and outside the metropolitan area.</li> </ul>	<ul style="list-style-type: none"> <li>• Preserve existing facilities and meet transportation needs by using those facilities more efficiently.</li> <li>• Consider the life-cycle costs of transportation systems.</li> <li>• Consider the efficient movement of freight.</li> <li>• Consider all projects in the metropolitan area, including those not publicly funded.</li> <li>• Relieve congestion and prevent congestion from occurring where it does not now occur.</li> </ul>
Additional Factors for Statewide Planning		
<ul style="list-style-type: none"> <li>• Consider state plans developed under the Federal Water Pollution Control Act.</li> <li>• Consider recreational travel and tourism.</li> <li>• Consider investment strategies to improve roads that support rural economic growth and tourism development and other economic activities.</li> <li>• Consider the concerns of Indian tribal governments.</li> </ul>	<ul style="list-style-type: none"> <li>• Incorporate bikeways and pedestrian facilities in projects.</li> <li>• Address long-range needs of the state transportation system.</li> <li>• Coordinate and reconcile metropolitan and statewide plans to ensure connectivity.</li> </ul>	<ul style="list-style-type: none"> <li>• Consider innovative financing of projects.</li> </ul>



## **New Requirements Call for Additional Resources**

Fulfilling the mandate of ISTEA requires adequate funding and staff. This may be particularly difficult for smaller Metropolitan and Regional Transportation Planning Organizations. To ensure a fair and open project selection process in the rural areas of the State, the Steering Committee is providing county area lead agencies with programming funds during the first years of the act. At the same time, it provides funds for Regional Transportation Planning Organizations, to enable them to prepare for programming and project selection responsibilities if they assume these responsibilities during the later years of the act.

## **Financial Requirements**

To ensure the financial viability of its long-range plan, every Metropolitan Planning Organization must prepare an accompanying financial plan. The financial plan is to indicate the resources expected from both public and private sources and to recommend innovative financing techniques such as tolls and congestion pricing where appropriate.

## **PROGRAMMING AND PROJECT SELECTION**

Programming and project selection under ISTEA have changed significantly from previous practice. This section highlights important issues related to programming and project selection.

### **Transportation Improvement Programs**

ISTEA requires Transportation Improvement Programs to be prepared by the Washington State Department of Transportation (WSDOT) and Metropolitan Planning Organizations. The Statewide Transportation Improvement Program encompasses all projects in Washington funded with ISTEA funds.

Transportation Improvement Programs prepared by Transportation Management Areas or Metropolitan Planning Organizations include all federally funded projects in the region.

Projects for the Transportation Improvement Program are selected based on the long-range plan, need, priority rating defined by a clear set of criteria, and the availability of funds. Transportation Improvement Programs usually are prepared annually and provide a three-year "window" of selected



projects at both the regional and the statewide levels. They must be prepared at least every two years.

In air quality nonattainment areas, projects funded with state or local funds must be included in the Transportation Improvement Program as well. This is to ensure that Washington's Transportation Improvement Programs reflect all important changes to the transportation system with potential air quality impacts.

In the following, the most important issues related to the preparation of a Transportation Improvement Program are listed.

## **Project Selection Authority**

Under ISTEA, Transportation Management Areas (Metropolitan Planning Organizations for metropolitan areas with populations over 200,000) for the first time have not only planning but also programming authority. In Washington, there are three Transportation Management Areas: Seattle/Tacoma, Spokane, and Vancouver. They select projects in consultation with WSDOT. This means that WSDOT only advises them on project selection. In smaller urban areas Metropolitan Planning Organizations, and in rural areas, county area lead agencies or Regional Transportation Planning Organizations are to select projects in cooperation with WSDOT. This means that WSDOT and regional and local officials jointly decide on the projects

that will become part of the Transportation Improvement Program and prioritize them together.

Washington State has gone one step further in its implementation of the act. In addition to Transportation Management Areas, it gives Metropolitan and Regional Transportation Planning Organizations, or designated county area lead agencies, the responsibility for project selection for some funds under the Surface Transportation Program. The intent of this provision is to facilitate an integrated, regional approach to planning and programming of transportation facilities. The project selection process at the regional level, as envisioned by the Steering Committee, provides opportunities for projects from all transportation modes and jurisdictions to be considered on the basis of regional needs and priorities.

## **Prioritizing Projects**

In Washington, all regional planning organizations and WSDOT are given maximum flexibility to create the prioritization criteria that best address regional needs. They are also charged with developing prioritization methods to carry out the process. The only exceptions are projects competing on a statewide basis (for example, in the Enhancements Program). Here, consistent statewide project selection criteria and priorities are established by advisory committees.



## **Financial Constraint**

ISTEA requires that regional and statewide Transportation Improvement Programs be financially constrained. This means they can contain only projects for which funding can be reasonably expected during the programming time period. In general, WSDOT and the Metropolitan Planning Organizations must rely on existing sources of revenue and cannot incorporate speculative or prospective sources of funds in preparing the financial plan for the Transportation Improvement Program.

## **Identifying Funding Sources**

ISTEA provides funding for transportation projects through a variety of different programs focusing on different needs, as was outlined in Section I. Many transportation projects, however, are likely to meet the selection criteria for more than one program. Transportation interests and jurisdictions should review the criteria for each program carefully in order to submit projects for funding under the program that offers the greatest potential for success.

## **Providing for Contingencies**

Washington's project selection processes also reflect the fact that unexpected events may require changes in Transportation Improvement Programs. For example, a project may not be able to proceed as planned because acquiring the right-of-way takes longer than anticipated. In order to ensure that federal funds or obligation authority are not lost to the State or region when such a delay is encountered, Washington State has established a process that allows projects programmed for later years of the Transportation Improvement Program to be advanced.

## **Transportation Improvement Program Amendments**

In addition to addressing contingencies, Washington has made provisions for amendments to the regional and statewide Transportation Improvement Programs. The amendment process varies depending on the organization. It includes guidelines for both changes that require a formal amendment to the Transportation Improvement Program and minor changes that do not require the full approval process. Details are available from WSDOT's Program Development and Local Programs divisions.



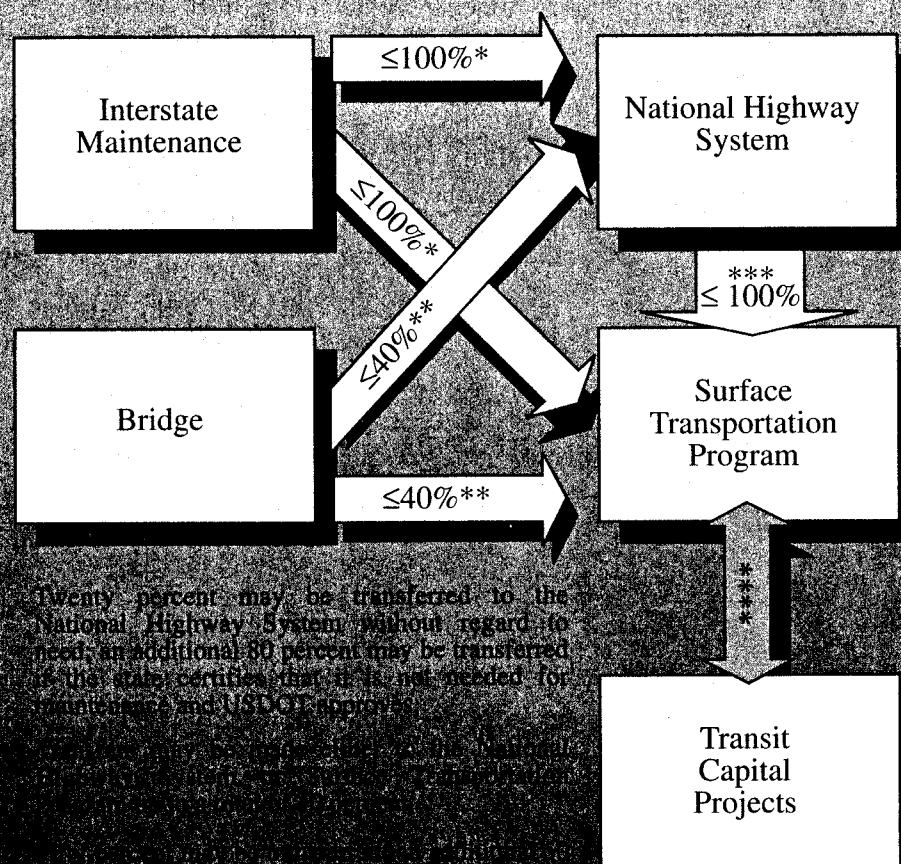
## Obligating Federal Funds for Transportation Projects

Congress annually controls the rate at which funds may be used (obligation authority) for all ISTEA funded projects. WSDOT manages obligation authority and ensures that all local governments, and in particular Transportation Management Areas, will receive their proportionate share of funds.

## Funding Transferability

To give states and regions flexibility in addressing their transportation priorities, ISTEA provides the ability to transfer funds between the various federal aid categories. Figure II-1 illustrates the options available. Funds transferred from other programs to the Surface Transportation Program can be used for a wider range of projects. For example, bridge funds transferred to the Surface Transportation Program could be used for bicycle and pedestrian projects, and transit funds transferred to the Surface Transportation Program could support roads. However, transit funds may be transferred to Surface Transportation Program projects only if certain requirements, including com-

**Figure II-1: Funding Transferability**







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pliance with the federal Americans with Disabilities Act, have been met.

In Washington, transfers from other federal programs to the Surface Transportation Program will initially be made only on an as-needed basis. However, Washington will likely be moving to a statewide multimodal programming process using transferability to the extent needed to address priority projects. Certain transfers make WSDOT ineligible for some discretionary funds from the Bridge and National Highway System programs.

## **SURFACE TRANSPORTATION PROGRAM IMPLEMENTATION**

The Surface Transportation Program can fund the broadest array of projects. Washington has created a Surface Transportation Program implementation approach that ensures that transportation decisions are made based on regional and statewide priorities. It relies on an integrated, regional approach to planning and programming of transportation facilities. This approach provides opportunities for projects from all transportation modes and jurisdictions to be fairly considered on the basis of need and priorities. In addition, a statewide compe-

tion component ensures that statewide objectives are addressed as well.

### **Activities Eligible for Surface Transportation Program Funds**

Surface Transportation Program funds can fund a wide range of activities and facilities. Following are the types of projects eligible for funding under the general Surface Transportation Program and those under the Enhancements Program.

#### **ELIGIBLE FOR GENERAL SURFACE TRANSPORTATION PROGRAM FUNDS:**

- Roadway construction, reconstruction, resurfacing, restoration, and rehabilitation
- Operational improvements
- Capital costs for transit projects and publicly owned intracity or intercity bus terminals or facilities
- Highway and transit safety improvements
- Surface transportation planning, highway and transit technology transfer activities, and research and development



- Capital and operating costs for traffic management and control
- Fringe and corridor parking facilities
- Carpool and vanpool projects
- Most transportation control measures in the Clean Air Act
- Development and establishment of management systems
- Transportation enhancements
- Participation in wetland mitigation and wetland banking
- Bicycle facilities and pedestrian walkways
- State bicycle and pedestrian coordinator

#### **ELIGIBLE FOR ENHANCEMENTS PROGRAM FUNDS:**

- <sup>a</sup> Pedestrian and bicycle facilities
- Acquisition of scenic easements and scenic or historic sites
- Scenic or historic highway programs
- Landscaping or other scenic beautification
- Historic preservation, rehabilitation and operation of historic transportation build-

ings, structures, or facilities (including historic railroad facilities and canals)

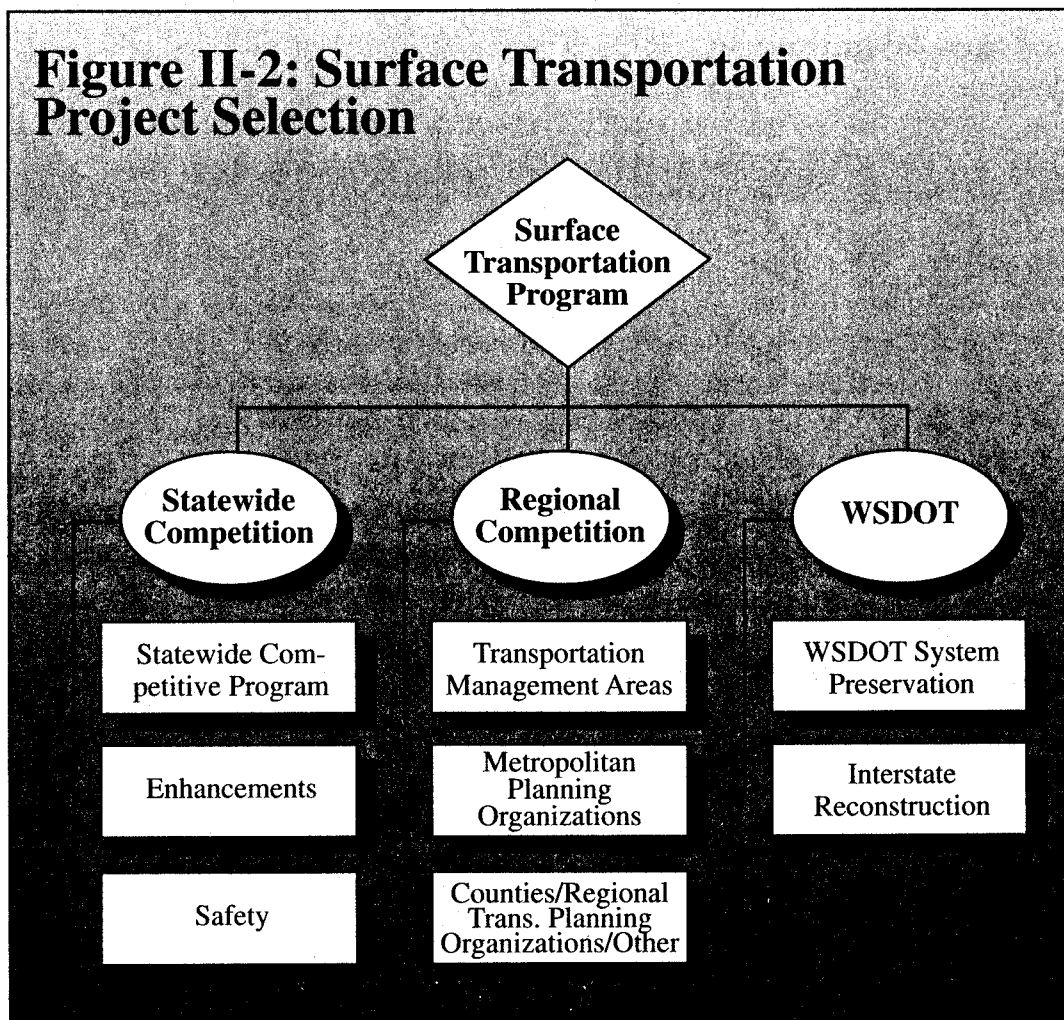
- Preservation of abandoned railroad corridors (including the preservation and use thereof for pedestrian or bicycle trails)
- Control and removal of outdoor advertising
- Archaeological planning and research
- Mitigation of water pollution due to highway runoff

### **A Fair, Open Project Selection Process**

Washington's Steering Committee has developed a three-tiered approach to project selection and funding distribution under the Surface Transportation Program in the State. The funding distribution and project selection processes at the regional and statewide levels have been designed to ensure openness for all modes and interests. This section describes these processes. Figure II-2 illustrates the project selection and funding distribution process in Washington. Table II-2 reflects the expected distribution of estimated Surface Transportation Program funds during the six-year period.



**Figure II-2: Surface Transportation Project Selection**



## Statewide Competition

To encourage projects that have statewide importance, the Steering Committee initiated a statewide competitive program. Funds from the statewide competitive program, administered by WSDOT's Local Programs Division, are available to all modes and jurisdictions. A Statewide Advisory Committee, consisting of representatives from cities, counties, transit, ports, Metropolitan Planning Organizations, nonmotorized interests, WSDOT Local Programs and Program Development, and an appointee of the Governor, is responsible for project selection for statewide competitive program funds.

The committee's selection is based on statewide priorities that include:

- Better use of existing facilities
- Improved coordination of all transportation modes
- Environmental enhancements.

There are six different criteria. Also distributed on a statewide basis are the portions of Surface Transportation Program funds allocated to the Enhancements and Safety programs.



**Table II-2: Surface Transportation Program Distribution**

	<b>Actual 1992</b>	<b>1993</b>	<b>1994</b>	<b>1995</b>	<b>1996</b>	<b>1997</b>	<b>Total</b>
Transportation Management Areas	11.2	25.0	28.4	27.9	31.4	32.2	156.1
Metropolitan Planning Organizations	0	5.9	6.7	6.6	7.5	7.6	34.4
County-Regional Transportation Planning Organization	9.9	11.5	13.0	12.8	14.4	14.8	76.4
WSDOT System Preservation	7.8	50.8	10.7	9.0	32.9	30.9	142.1
Interstate Reconstruction	0	12.7	0	0	20.0	20.0	52.7
Statewide Competition	0	8.0	9.2	10.7	27.2	27.9	83.0
Funds for Regional Transportation Planning Organizations	0	0.6	0.6	0.6	1.3	1.3	4.4
Funds for Counties	0	0.7	0.7	0.7	0	0	2.1
<i>Subtotal</i>	<i>28.9</i>	<i>115.2</i>	<i>69.3</i>	<i>68.4</i>	<i>134.7</i>	<i>134.7</i>	<i>551.2</i>
Railroad Crossing/ Hazard Elimination	3.6	9.8	4.6	4.6	10.0	10.0	42.6
Enhancements	3.6	9.8	4.6	4.6	10.0	10.0	42.6
<b>TOTALS</b>	<b>36.1</b>	<b>134.8</b>	<b>78.5</b>	<b>77.6</b>	<b>154.7</b>	<b>154.7</b>	<b>636.4</b>

**Notes:**

1. Due to the anticipated adoption of the National Highway System in 1995, the proposed distribution of Surface Transportation Program funds will have to be reviewed and may require revision for 1996 and 1997.
2. The funds earmarked for the Enhancements and Safety programs shown here are at least equal to the federally required minimum distribution.
3. Should funding levels change for any reason, the funding categories in this table will be adjusted proportionately after federal minimums are ensured.
4. If the Regional Transportation Planning Organizations are not selected to carry out the process, counties can apply for continuation of process funds.
5. Estimates of funds available in Federal Fiscal Years 1994 - 1997 are based on current information and are subject to change.



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## Regional Competition

At the regional level, Surface Transportation Program funds are distributed to the following organizations, which are to establish a regional competitive approach to the allocation process for funds:

- Transportation Management Areas, for regions with areas with urban populations over 200,000.
- Metropolitan Planning Organizations, for regions with urban areas with populations over 50,000.
- County area lead agencies, Regional Transportation Planning Organizations, or other designated regional organizations, for areas with urban populations under 50,000 and rural areas. Designated county area lead agencies will likely have responsibility through Federal Fiscal Year 1995. Competition will be at the regional level thereafter. If no Regional Transportation Planning Organization exists, or if a Regional Transportation Planning Organization chooses not to perform project selection, some other regional project selection process will ensure continued fair access to all interested modes and jurisdictions consistent with the guidelines presented below. Regions can make the decision to switch

from the designated county area lead agency to a Regional Transportation Planning Organization or other regional organization before Federal Fiscal Year 1995, or to continue using the designated county area lead agency if all interested modes and jurisdictions agree to the process.

Funds provided to the regions are to be made available on a competitive basis through the regional organization. In addition, Regional Transportation Planning Organizations, designated county area lead agencies, or other designated regional organizations will receive funds to ensure a programming and project selection process that gives fair access to all interested modes and jurisdictions consistent with the guidelines outlined below.

During the ISTEA Steering Committee process, a set of guidelines was developed to ensure that all modes and jurisdictions are represented in the regional project selection process and have a fair chance to get funds from the regional competitive program. The guidelines are as follows:

- a. All eligible transportation providers will be advised of the Surface Transportation Program funding available to the region and for statewide competition.
- b. The selection and prioritization process will be developed in conjunction with the transportation providers within the region's boundaries. This should include procedures



for soliciting projects from eligible providers and/or project sponsors.

- c. The selection of projects to be financed with these funds will be undertaken by a representative group of transportation providers and interests within each jurisdiction.
- d. Prioritization of projects for Surface Transportation Program funds will reflect all of the eligible activities, not only roadway improvements. Criteria will be considered that reflect all eligible activities and the attainment of program goals.

The competitive funding approach described above follows the policy intent of ISTEA by facilitating an integrated regional approach to planning and programming of transportation facilities, including intermodal and nontraditional projects.

## **WSDOT COMPETITION**

Portions of the statewide flexible component of Surface Transportation Program funds have been allocated to WSDOT for System Preservation and Interstate Reconstruction. WSDOT districts will compete for these funds.

## **OTHER PROGRAMS**

In addition to the Surface Transportation Program, there are a number of other programs of importance to local jurisdictions, ports, transit agencies, and other transportation interests. In the following, eligible projects and activities, and programming authority for these programs are described.

Not all ISTEA programs are described in detail. Readers interested, for example, in activities related to the Scenic Byways Program or the National Recreational Trails Act may contact the WSDOT Program Development Division for further information and opportunities for involvement.

### **Other Title 1 Programs**

Project selection authority for National Highway System, Interstate System, and Bridge Program funds is vested in the WSDOT. Eligible projects and activities are listed below. The Congestion Mitigation and Air Quality Improvement Program is described in the next section of this handbook.



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## NATIONAL HIGHWAY SYSTEM

The National Highway System is intended to focus federal funds on roads that are most important to interstate travel, international commerce, and national defense, and that connect with other modes of transportation. Nationwide, about 155,000 miles will become part of the system, 3,000 of which are expected to be located in Washington. Local jurisdictions owning roads that are designated as part of the system will likely be allocated funds proportionate to mileage.

Eligible for funding under the National Highway System are:

- Construction, reconstruction, resurfacing, restoration, and rehabilitation.
- Operational improvements.
- Construction of, and operational improvements for, a federal-aid highway not on the National Highway System and construction of a transit project eligible under the Federal Transit Act in the corridor of fully access-controlled National Highway System routes. These projects must be cost effective and improve the level of service on the National Highway System segment.
- Highway safety improvements.

- Transportation planning, highway-related technology transfer activities, and research and development.
- Start-up costs for traffic management and control (limited to two years).
- Fringe and corridor parking facilities.
- Carpool and vanpool projects.
- Improvements necessary to accommodate other transportation modes.
- Development and establishment of management systems.
- Wetland mitigation and wetland banking.
- Bicycle facilities and pedestrian walkways.
- Billboard removal.

## INTERSTATE SYSTEM

There are two important components:

**Interstate Construction:** Funds under this program are the final federal authorizations for completion of the Interstate System. They are only available during the first four years of the act for High Occupancy Vehicle and auxiliary lanes and are discontinued in Federal Fiscal Year 1996.

**Interstate Maintenance:** Interstate Maintenance is a new program under ISTEA. It funds the



reconstruction of bridges, interchanges, and overcrossings along existing Interstate routes, including the acquisition of right-of-way. A state can also use its funds for preventive maintenance if it can prove that pavement and bridge life can be extended cost-effectively through this activity.

## **BRIDGE PROGRAM**

In addition to standard inspection, maintenance, rehabilitation, and replacement of bridges, this program funds newly eligible activities such as bridge painting and seismic retrofitting on otherwise deficient bridges. The program also allows for the provision of bicycle and pedestrian facilities during bridge rehabilitation and replacement projects. However, cost must be reasonable. Under ISTEA, funds for this program are distributed as in previous years. In Washington State, a Bridge Replacement Advisory Committee has defined the criteria that are used in selecting bridge projects from local agencies across the state. The committee does not select WSDOT projects.

## **Title III – Federal Transit Act Amendments**

The program requirements and the mechanisms for distributing funds from the Federal Tran-

sit Administration are basically unchanged. Transit agencies still apply to the Federal Transit Administration for capital and operational funds. However, overall funding for transit has increased substantially over previous years. Small urbanized areas, rural areas, and transportation programs for the elderly and disabled benefit through both overall program growth and receiving a larger share of all transit funds. These funds are available through the WSDOT's Public Transportation Office.

In addition to applying for funds earmarked for transit, transit agencies can compete for funds for transit capital projects under the Surface Transportation Program.

## **Research and New Technology**

Some of the act's provisions are:

- New authority for collaborative research and development between the public and the private sector
- A requirement for an integrated national surface transportation research and development plan to address transportation system needs in urban, suburban, and rural areas over the next decade
- A coordinated long-term program to develop a full range of performance indicators for





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the overall performance of the transportation system.

In Washington, the Northwest Technology Transfer Center, located at WSDOT in the Local Programs Division, provides assistance to transportation agencies in rural and urban areas. TransNow, the University Transportation Center for the Northwest, and TRAC, the Washington State Transportation Center, are eligible for funds for transportation research from both the Federal Highway and Federal Transit administrations.

## PUBLIC INVOLVEMENT

The ISTEA requires early and broad-based ongoing public involvement in planning and programming. The following features of the legislation increase the importance of public and stakeholder involvement in transportation policy development, planning, and programming:

- The focus on involving both public and private sector transportation users and providers
- The requirement to consider all modes of transportation, including bicycle transportation and pedestrian walkways

- The new continuous, cooperative, and comprehensive interjurisdictional working relationships
- The detailed specification of stakeholders and issues to be considered in the continuous statewide planning process
- The required coordination with agencies responsible for implementing the Clean Air Act.

Together, these aspects of ISTEA increase the number of participants in transportation planning and project selection. In short, there are new modal, jurisdictional, and policy interests empowered by ISTEA to participate in all decisions surrounding the development and financing of Washington's transportation system.

ISTEA specifically mandates public involvement in the following areas:

- **As part of the continuous statewide planning process.** The statewide planning process is required to be continuous, cooperative, and comprehensive. Some of the 23 considerations (listed in Table II-1 on page 10) to be addressed by the planning process necessitate the participation of transportation users and providers. The objective is to involve both public and private transportation providers and users.



- **During development of the State's long-range plan.** Citizens, affected public agencies, representatives of transportation agency employees, other affected employee representatives, private providers of transportation, and other interested parties are to be provided with a "reasonable opportunity" to comment on the proposed plan during its preparation and prior to approval.
- **Comment on the proposed Statewide Transportation Improvement Program.** During development of the Statewide Transportation Improvement Program the Governor shall ensure that WSDOT and other public agencies provide opportunities for public and affected-party comment.
- **During development of Metropolitan Planning Organizations' long-range plans.** During development and prior to approval of a long-range plan, each Metropolitan Planning Organization shall provide citizens, affected public agencies, representatives of transportation agency

employees, other affected employee representatives, private providers of transportation, and other interested parties with a "reasonable opportunity" to comment. Each Metropolitan Planning Organization's long-range plan must be published and available for public review and submitted to the Governor for informational purposes.

- **Comment on the Metropolitan Planning Organizations' Transportation Improvement Programs.** During development and prior to approval of the Transportation Improvement Program, Metropolitan Planning Organizations shall provide reasonable opportunities for public and affected-party comment.

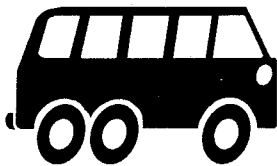
Appendix A provides a list of public agencies involved in implementing ISTEA in Washington. They can be contacted for information about opportunities for participation in regional and statewide transportation planning and project selection processes.

# **Relationship to Federal and State Legislation**



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# Relationship to Federal and State Legislation



Implementation of ISTEA is affected by other legislation at both the federal and the state level. In this section, it's relationship with federal and state laws is described.

## RELATIONSHIP TO FEDERAL LEGISLATION

In implementing ISTEA, the requirements of other federal legislation need to be considered. The most important federal laws impacting ISTEA implementation are the Federal Clean Air Act and the Americans with Disabilities Act. Their relationship to ISTEA is outlined below.

### Federal Clean Air Act/Clean Air Washington

ISTEA includes a number of provisions designed to help meet the transportation (mobile

source) emissions reduction goals in the Federal Clean Air Act. In Washington, these provisions were implemented by the Clean Air Washington legislation.

## STATE IMPLEMENTATION PLANS

The Clean Air Act requires the implementation of State Implementation Plans for attainment of air quality goals with regard to carbon monoxide, ozone, and particulate matter. Preparation of these plans is the responsibility of the Washington State Department of Ecology. A very important component of the Implementation Plans is the reduction of mobile sources of these pollutants. Over 40 percent of carbon monoxide emissions in Washington are related to automobiles. The plans establish an emissions budget with quantitative criteria for reducing emissions from mobile sources by the required date. The State Implementation Plans may include a variety of transportation control measures expected to enable the nonattainment areas to meet their emissions goals on schedule. Careful selection of these measures is important.



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## **CONGESTION MITIGATION AND AIR QUALITY**

Through the Congestion Mitigation and Air Quality Improvement Program, ISTEA provides a categorical funding source for implementing the transportation emissions control portions of the State Implementation Plans for attainment of air quality goals required by the Clean Air Act.

Strategies in the State Implementation Plans for reducing transportation-related emissions receive high priority for funding under ISTEA's Congestion Mitigation and Air Quality Improvement Program. Projects eligible for Congestion Mitigation and Air Quality funding include transit and transit-related projects and programs and transportation control measures established by the Clean Air Act, for example, the development of new transportation demand management programs, and pedestrian and bicycle facilities. Washington will receive funds for the following three nonattainment areas: Seattle/Tacoma, Spokane, and Vancouver. In these areas, Congestion Mitigation and Air Quality and Surface Transportation Program funds cannot be used for projects resulting in the construction of new capacity for single-occupant vehicles unless they are part of an approved Congestion Management System.

## **TRANSPORTATION PLANS AND TRANSPORTATION IMPROVEMENT PROGRAMS IN NONATTAINMENT AREAS**

All transportation plans and Transportation Improvement Programs must conform with the State Implementation Plans and the requirements of the Clean Air Act. That means that in nonattainment areas, Transportation Improvement Programs can only contain projects that have been evaluated with regard to their impact on air quality. Transportation investments should not "cause or contribute to any new violation of any air quality standard," "increase the frequency or severity of an existing violation," and "delay timely attainment" of the air quality standards. Therefore, conformity requirements are likely to emphasize projects that reduce vehicle miles traveled, such as transportation demand management, pedestrian and bicycle facilities, and transit projects.

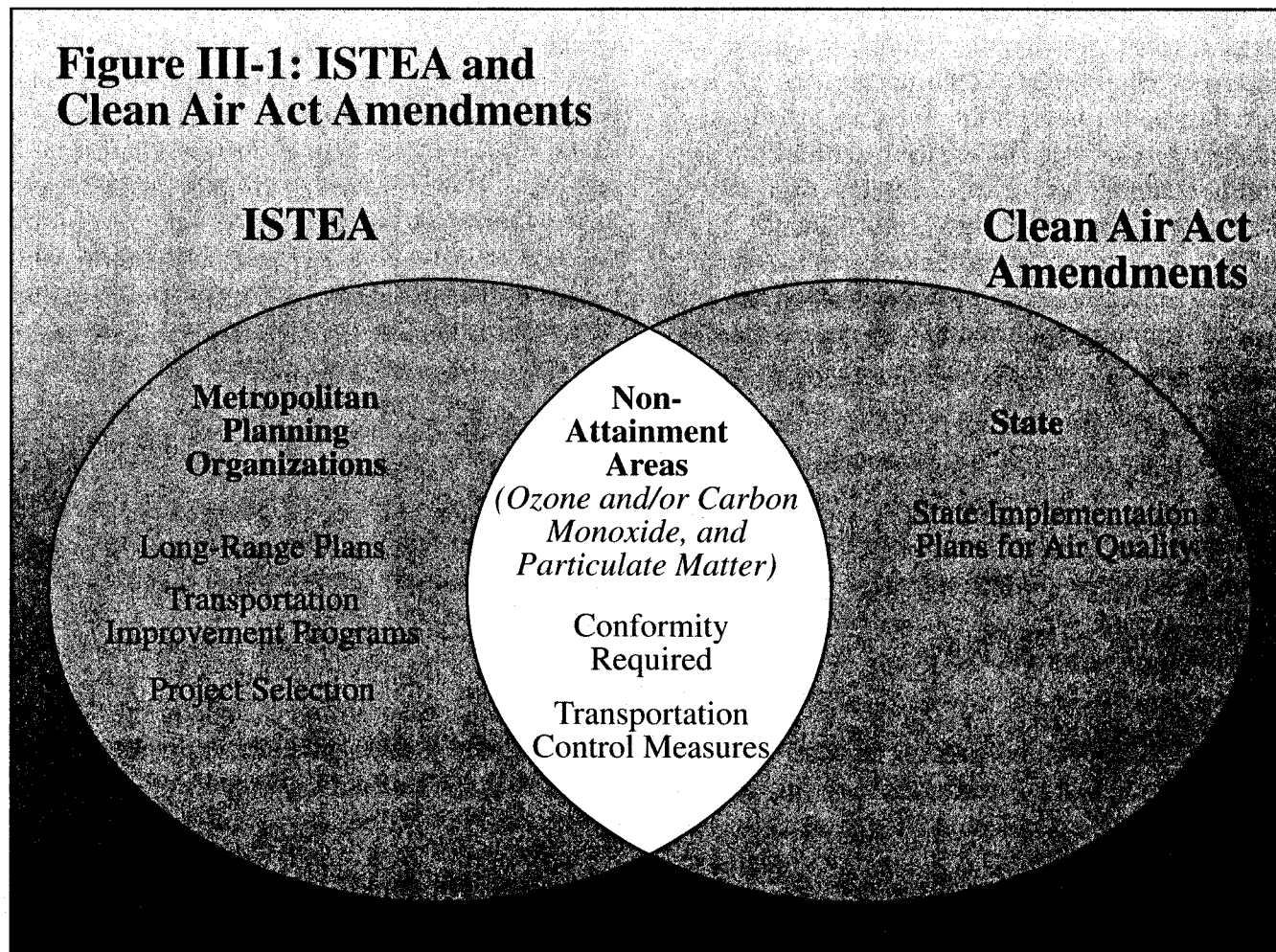
Long-range transportation plans and Transportation Improvement Programs are judged to be in conformity if

- emissions anticipated due to the implementation of plans and programs do not exceed federal standards and fit within the emissions budgets and targets specified in the State Implementation Plans;



- plans and programs ensure the full implementation of all State Implementation Plan measures consistent with State Implementation Plan schedules.

Figure III-1 illustrates the relationship between ISTEA and the Clean Air Act Amendments.





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## **The Americans with Disabilities Act**

The Americans with Disabilities Act of 1991 mandates dramatic changes in building codes, public transportation facilities and equipment, and hiring practices to prevent discrimination against persons with disabilities. This means that all new transit and other transportation facilities and equipment funded through ISTEA have to be fully accessible to comply with the requirements of the Americans with Disabilities Act. Furthermore, while ISTEA allows significant flexibility in the transfer of funds between modes of transportation, Federal Transit Administration funds may not be spent on nontransit projects until the requirements of the Americans with Disabilities Act are met.

## **RELATIONSHIP TO WASHINGTON LEGISLATION**

ISTEA fits well with recent legislation passed in Washington State, specifically the Growth Management Act, the Commute Trip Reduction Act, and the Regional Transit Act. In fact, some of the factors to be considered in the planning and pro-

gramming parallel the requirements of these Washington laws and support them. The following highlights these important linkages.

### **Growth Management Act**

The Growth Management Act was passed, in part, to ensure that new growth and development occur only if the necessary infrastructure can be provided. This is particularly important with regard to transportation infrastructure. The act requires counties and cities to develop comprehensive plans, based on financially feasible capital facilities plans. This is to ensure that new growth and development and the provision of transportation and other facilities go hand in hand. In addition, the act requires a regional approach to transportation planning. To facilitate the process, it authorizes the formation of Regional Transportation Planning Organizations and provides funding for local governments and the State to coordinate transportation planning for regional transportation facilities. It also requires the protection of environmentally sensitive areas such as wetlands.

ISTEA strongly supports the policy goals of the Growth Management Act. In the preparation of long-range transportation plans and Transportation Improvement Programs, it requires consideration of the land use impact of transportation decisions and that transportation decisions be made on a





regional basis. This requirement parallels the Regional Transportation Plans developed under the Growth Management Act. In Washington, the regional multimodal orientation of the planning process based on ISTEA is reinforced by vesting planning and project selection authority not only in Transportation Management Areas, as required by ISTEA, but also in other regional organizations. It also mandates that long-range plans and Transportation Improvement Programs be financially feasible, a requirement similar to that in the comprehensive planning process under the Growth Management Act. Preparation of these documents is to consider the social, economic, and environmental impacts of transportation decisions and their effect on and connection with land use and development. Thus, the goals and requirements of both acts complement each other.

### **Commute Trip Reduction Act**

The Commute Trip Reduction Act is part of the Clean Air Washington legislation. Its goal is to reduce automobile-related air pollution as well as traffic congestion. It seeks to do so by reducing the number of single-occupant vehicles traveling during peak hours. It promotes more efficient use of the existing transportation system and increases its energy efficiency. As with the Growth Management Act, the goals of ISTEA and Commute Trip

Reduction legislation complement each other. ISTEA can provide funding for commute trip reduction related activities, such as the purchase of buses or vanpool vehicles, if jurisdictions consider them a priority.

### **The Regional Transit Act**

The Regional Transit Act authorizes the creation of a regional transit authority in King, Pierce, and Snohomish counties if at least two of the counties agree to create one. The authority will assume the responsibility of developing and operating the new system from existing transit agencies in these counties. It will also take charge of financing the project by voter-approved taxes and by selling bonds. The authorization of this new authority allows the counties in the central Puget Sound region to work towards the multimodal goals of ISTEA by enabling them to include regional high-capacity transit in the available mix of modes. ISTEA can also provide funding for the system once it has received voter approval.

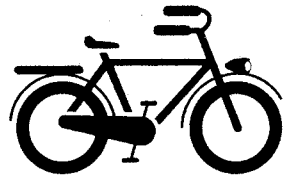


# **Jurisdictional Rules and Responsibilities**



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# Jurisdictional Roles and Responsibilities



ISTEA brings fundamental changes in the roles and responsibilities of Washington's jurisdictions in the planning and investment decisions that affect the State's transportation system. Most significantly, ISTEA calls for a collaborative relationship between WSDOT, Regional Transportation and Metropolitan Planning Organizations, and local governments. With Metropolitan Planning Organizations' new programming requirements, there is the need for new working relationships among member localities. In Transportation Management Areas, the new responsibilities for selecting projects for inclusion in the Transportation Improvement Program create the need for working relationships with the jurisdictional and modal interests that can submit projects.

A major theme throughout ISTEA is the requirement for new continuing, cooperative, and comprehensive working relationships between jurisdictions. Guidance from the federal government does not attempt to define how these relationships will work in practice, but successful implementation necessitates this collaboration. Here in Washington, the different jurisdictional and modal interests have been working together to reach agreement on the allocation of resources, and are forging new approaches and developing new relationships that are resulting in new jurisdictional roles and responsibilities.

In this section, we describe the roles and responsibilities for the following jurisdictions and interests:

- The Governor
- The Legislature
- The Department of Transportation
- The Transportation Commission
- The Department of Ecology
- Transportation Management Areas
- Metropolitan Planning Organizations
- Counties
- Cities
- Transit Agencies
- Ports
- Regional Transportation Planning Organizations
- Tribal Governments
- Transportation Users
- Private Providers.



In each case, important differences in the ISTEA-mandated role of jurisdictions and the approach taken by Washington are highlighted.

## THE GOVERNOR

### ISTEA Mandate

**Designation of Metropolitan Planning Organizations.** The Governor is responsible for designating Metropolitan Planning Organizations in urbanized areas in cooperation with representatives and local officials from these areas. The areas must have urban populations over 50,000 and include areas expected to become urbanized in a 20-year population forecast.

Redesignation to replace an existing Metropolitan Planning Organization must also be by agreement between the Governor and local officials representing 75 percent of the population, including the central city.

**Approval of Transportation Improvement Programs.** The Governor must approve the Transportation Improvement Programs prepared by each of the Metropolitan Planning Organizations. The Governor's office has established criteria for reviewing the Transportation Improvement Programs.

**Ensuring Public Involvement Opportunities in the State Transportation Improvement Program.** The Governor is responsible for ensuring that citizens, affected public agencies, representatives of transportation agency employees, other affected employee representatives, private providers of transportation, and other interested parties have an opportunity to comment on the State and regional Transportation Improvement Programs.

## THE LEGISLATURE

### ISTEA Mandate

**Creating the Authorizing Environment.** The Legislature creates the legal environment that enables WSDOT and local jurisdictions to make transportation planning and investment decisions. It sets policy direction for planning, programming, and implementation statewide.

**Approving the WSDOT Budget and Program.** The Legislature approves the overall budget and capital program of the WSDOT.



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## THE TRANSPORTATION COMMISSION

### Washington Approach

#### **Providing Policy Direction for WSDOT.**

Washington is among the states in which a transportation commission guides the overall policy development of the Department of Transportation. Commission members are appointed by the Governor and confirmed by the Senate. A representative of the Commission worked with the ISTEA Steering Committee to ensure that the Commission's policy goals are addressed in the implementation of the act.

## WASHINGTON STATE DEPARTMENT OF TRANSPORTATION

The Washington State Department of Transportation operates under the policy guidance of the Washington Transportation Commission. WSDOT has the following responsibilities with regard to the implementation of ISTEA.

### ISTEA Mandate

**Management of ISTEA Programs.** WSDOT has the overall role of managing the major programs under ISTEA. These programs are outlined in Section II and include:

- The Surface Transportation Program
- The Congestion Mitigation and Air Quality Improvement Program
- The National Highway System
- The Interstate System
- The Bridge Program.

WSDOT also administers a number of transit programs for the Federal Transit Administration, including programs for the elderly and handicapped and those for rural public transit.

**Establishment of a Statewide Transportation Planning Process.** ISTEA specifies 23 factors that must be considered as part of the statewide transportation planning process (these factors are listed in Section II). WSDOT oversees the statewide planning process based on the authority it is given by the Transportation Commission. A statewide multimodal long-range transportation plan must be developed in cooperation with Metropolitan Planning Organizations, tribal governments,



and others to include the entire State. The plan must be financially constrained and is required to include bicycle transportation facilities and pedestrian walkways.

Washington can coordinate the planning process required under ISTEA with the process developed for the Washington State Transportation Policy Plan. Washington's planning process monitors progress towards meeting the State's 20 planning goals. Citizens can provide input into this process.

**Preparation of a Statewide Transportation Improvement Program.** This program must be consistent with anticipated funding and the long-range plan. The Statewide Transportation Improvement Program requires approval by the United States Department of Transportation. It must be updated at least biennially.

**Development of Management Systems.** ISTEA makes WSDOT responsible for the development and implementation of the following six management systems:

- Highway Pavement
- Bridge
- Highway Safety
- Traffic Congestion
- Public Transportation Facilities and Equipment

- Intermodal Transportation Facilities and Systems.

The purpose of the management systems is to provide information to assist in the planning and programming of projects to meet transportation system goals. In metropolitan areas, the systems must be developed and implemented in cooperation with the Metropolitan Planning Organizations. In addition, Transportation Management Areas must implement congestion management systems developed for their own area in conjunction with the state management system for traffic congestion.

**Management of Obligation Authority.** WSDOT manages the obligation authority for all ISTEA funds for all agencies.

**Funding Eligibility.** WSDOT receives funds through the National Highway System, Bridge, and Interstate System programs and is eligible for funds from all other Title I programs, including the regional and statewide competitive components of the Surface Transportation Program.





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## DEPARTMENT OF ECOLOGY

**Preparation of the State Implementation Plans.** The Department of Ecology prepares the State Implementation Plans for Air Quality, which are a requirement of the Clean Air Act. State Implementation Plans are required for carbon monoxide, ozone, and particulate matter.

## TRANSPORTATION MANAGEMENT AREAS

Transportation Management Areas are Metropolitan Planning Organizations with urban populations greater than 200,000. In Washington, there are three Transportation Management Areas: the Puget Sound Regional Council, the Southwest Washington Regional Transportation Council, and the Spokane Regional Council. Each has an executive board consisting mainly of local elected officials and a policy board to which citizens can be appointed. Following are their roles and responsibilities.

## ISTEA Mandate

**Development of Long-Range Plans.** A Transportation Management Area is required to prepare a financially constrained long-range plan. The intent is for the long-range plan to serve as a strong basis for the determination and selection of projects in the Transportation Improvement Program. The factors, including public involvement, that must be addressed by the long-range plans are discussed in Section II.

**Preparation of a Transportation Improvement Program.** Transportation Management Areas are responsible for coordinating a regional process to develop a prioritized list of projects, the Transportation Improvement Program. In nonattainment areas, this includes efforts to ensure compliance with clean air goals.

**Development of Management Systems.** ISTEA requires Transportation Management Areas to develop their own congestion management systems and collaborate in the implementation of the other statewide management systems.

**Guaranteed Obligation Authority.** Transportation Management Areas have, for the first time, a guarantee of a pro-rata share of obligation authority for federal funds under one program, the Surface Transportation Program.



**Project Selection Authority for Surface Transportation Program and Congestion Mitigation and Air Quality Improvement Programs.** Transportation Management Areas have the responsibility to select projects under these two programs categories.

## **METROPOLITAN PLANNING ORGANIZATIONS**

Metropolitan Planning Organizations are the designated planning organizations in areas with urban populations of 50,000 or greater. They are jointly designated by local officials and the Governor and are required to carry out a continuing, coordinated, and comprehensive transportation planning process. In Washington, there are five Metropolitan Planning Organizations: Tri-Cities, Yakima, Olympia/Lacey/Tumwater, Bellingham, and Longview/Kelso, in addition to the three large Metropolitan Planning Organizations (the Transportation Management Areas) described above. Each has an executive board consisting mainly of local elected officials and a policy board to which citizens can be appointed. Following are their roles and responsibilities.

### **ISTEA Mandate**

**Development of Long-Range Plans.** Metropolitan Planning Organizations are also required to prepare a financially constrained long-range plan. The long-range plan is to serve as a strong basis for the selection of projects in the Transportation Improvement Program. The factors that must be addressed by the long-range plans, including public involvement, are described in Section II.

**Development of a Transportation Improvement Program.** Each Metropolitan Planning Organization must develop a Transportation Improvement Program that includes a three-year priority list of projects and a financial plan demonstrating how the program will be financed.

### **Washington Agreement**

**Surface Transportation Program Project Selection.** By agreement between the different jurisdictional and modal interests, Washington's Metropolitan Planning Organizations are given project selection authority for regional allocation of Surface Transportation Program funds and must establish a process for project selection. The project selection process must involve local jurisdictions, including port authorities and transit agencies, and other transportation providers and users.



## **REGIONAL TRANSPORTATION PLANNING ORGANIZATIONS**

**Regional Transportation Planning Organizations.** Regional Transportation Planning Organizations are voluntary organizations of local governments charged with the preparation of a regional transportation plan under the State's Growth Management Act. The regional plan must be consistent with local comprehensive land use and other plans and the State Transportation Policy Plan. This Regional Transportation Planning Organization plan is not required to address all the considerations specified by ISTEA. Each Regional Transportation Planning Organization has an executive board consisting mainly of local elected officials and a policy board to which citizens can be appointed.

### **ISTEA Mandate**

ISTEA does not have any specific provisions with regard to Regional Transportation Planning Organizations. However, the act does require an allocation of Surface Transportation Program funds to areas with populations under 5,000.

## **Washington Agreement**

**Surface Transportation Program Project Selection.** Regions with urban or rural populations under 50,000 are strongly encouraged to give their Regional Transportation Planning Organizations the authority to administer the project selection process for regionally competitive Surface Transportation Program funds. Similar to the agreement reached with regard to Metropolitan Planning Organizations, WSDOT delegates part of its project selection decision-making authority to encourage a regional process based on regional priorities. It is expected that designated county area lead agencies will carry out the process through Federal Fiscal Year 1995. A transition to regional-level competition under the administration of a Regional Transportation Planning Organization or another regional organization may occur prior to Federal Fiscal Year 1995 at the discretion of affected modes and jurisdictions. Project selection responsibility can remain with the designated county area lead agency after Federal Fiscal Year 1995 if all interested modes and affected jurisdictions agree.

**Funding Support for Planning and Project Selection.** In many regions of the state, Regional Transportation Planning Organizations have limited resources with which to undertake programming and a project selection process that follows the guidelines outlined in Section II. Regional Transportation Planning Organizations are eligible for



funds both to build programming capacity and to sustain programming functions in compliance with these guidelines.

- WSDOT Local Programs Division from the statewide competitive component of the Surface Transportation Program, the Enhancements, Safety, Bridge, and National Highway System programs.

## COUNTIES

### ISTEA Mandate

Counties participate in the project selection process through the Transportation Management Area, Metropolitan Planning Organization, Regional Transportation Planning Organization, or other regional organization to which they belong.

**Comply with Federal or State Design Standards.** Projects receiving federal funding must comply with federal design standards or with state design standards, depending on the system.

**Funding Eligibility.** Counties can obtain funds through:

- the Transportation Management Area or Metropolitan or Regional Transportation Planning Organization from the regional competitive part of the Surface Transportation Program and the Congestion Mitigation and Air Quality Improvement Program

### Washington Agreement

**Prepare a Six-Year Comprehensive Plan with a Transportation Element.** Counties planning under the Growth Management Act are required to prepare a six-year Transportation Improvement Plan. Projects contained in the plan can be submitted for consideration for funding under ISTEA.

**Establish a Countywide Process for Project Selection.** In areas under 50,000 urban population, the regional competitive funding components of the Surface Transportation Program will likely be administered by a designated county area lead agency, on a countywide agreement basis, through Federal Fiscal Year 1995. Designated county area lead agencies are eligible for additional funds to ensure planning and project selection processes that allow for fair access of all interested modes and jurisdictions through Federal Fiscal Year 1995.

**Prepare for (Potential) Transition to a Regional Process in Federal Fiscal Year 1996.** After Federal Fiscal Year 1995, a regional project selec-



tion process is to be established under the auspices of either the Regional Transportation Planning Organization or some other regional organization, unless all interested modes and jurisdictions agree to continue with the current process. In the event that a Regional Transportation Planning Organization (or other regional organization) takes over, the designated county area lead agency will have a role in ensuring a smooth transition. A transition to regional-level competition may occur prior to Federal Fiscal Year 1995 at the discretion of affected modes and jurisdictions. The project selection process is to allow for public involvement and to follow the guidelines for the process developed by the Steering Committee as presented in Section II.

## CITIES

### ISTEA Mandate

**Participation in Surface Transportation Program.** Cities participate in the project selection process through the Transportation Management Area, Metropolitan Planning Organization, Regional Transportation Planning Organization, designated county area lead agency, or other regional organization to which they belong.

**Comply with Federal or State Design Standards.** Projects receiving federal funding must comply with federal design standards or with state design standards, depending on the system.

**Funding Eligibility.** Cities can obtain funds through:

- the Transportation Management Area or Metropolitan or Regional Transportation Planning Organization from the regional competitive part of the Surface Transportation Program and Congestion Mitigation and Air Quality Improvement Program
- WSDOT Local Programs Division from the statewide competitive component of the Surface Transportation Program, the Enhancements, Safety, Bridge, and National Highway System programs.

**Prepare a Six-Year Comprehensive Plan with a Transportation Element.** Cities planning under the Growth Management Act are required to prepare a six-year Transportation Improvement Plan. Projects contained in the plan can be submitted for consideration for funding under ISTEA.



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## TRANSIT AGENCIES

**Participants in the Surface Transportation Program.** Transit capital projects are eligible for Title I funding under the Surface Transportation Program. They participate in the project selection process through the Transportation Management Area, Metropolitan Planning Organization, Regional Transportation Planning Organization, designated county area lead agency, or other regional organization to which they belong.

**Funding Eligibility.** Transit can obtain funds through:

- the Federal Transit Administration from Title III, Transit Act Amendment funds for both capital projects and operations
- the Transportation Management Area or Metropolitan or Regional Transportation Planning Organization from the regional competitive part of the Surface Transportation Program, as well as the Congestion Mitigation and Air Quality Improvement Program in Transportation Management Areas
- WSDOT Local Programs Division from the statewide competitive component of the Surface Transportation Programs, the Enhancements, Safety, Bridge, and National Highway System programs.

## PORTS

Port activities are intermodal in nature, often involving freight movements that include two or more of the following modes: marine vessels, trucks, air, rail. In addition, people traveling through port facilities are involved in a variety of intermodal trips involving air, auto, transit, taxicab, ferry, and other modes. ISTEA places great emphasis upon the economic importance of efficient intermodal connections and on targeting transportation system investment to improve intermodal efficiency. This increases the potential role of (both sea and air) ports in identifying the needs and priorities for improving intermodal efficiency.

**Funding Eligibility.** Ports can obtain funds through:

- the Transportation Management Area or Metropolitan or Regional Transportation Planning Organization from the regional competitive part of the Surface Transportation Program and Congestion Mitigation and Air Quality Improvement Program in Transportation Management Areas
- WSDOT Local Programs Division from the statewide competitive component of the Surface Transportation Program, the



Enhancements, Safety, Bridge, and National Highway System programs.

## TRIBAL GOVERNMENTS

ISTEA requires that WSDOT, in carrying out its planning process, consider the concerns of Indian tribal governments. Tribal governments are called upon to participate in state and regional planning and Transportation Improvement Program processes to ensure that their needs are reflected. They are to provide technical and policy information, participate in analytical and decision-oriented activities, and comment on the plans. In Washington, some tribal governments already belong to Metropolitan Planning Organizations. Tribal governments also may apply to WSDOT for Federal Transportation Act Section 18 funding of public transportation service.

## TRANSPORTATION USERS

ISTEA requires and provides opportunities for transportation users to participate in the development of the state's transportation system. As part of public involvement under ISTEA, users must be

involved in the statewide planning process and Transportation Management Area and Metropolitan Planning Organization long-range planning activities. Users also are participants through the public involvement process in project selection decisions for the Transportation Improvement Programs. (Public involvement requirements are discussed in Section II.) Transportation users and interest groups can work through WSDOT, planning organizations, or local governments that may sponsor projects proposed by transportation users.

## PRIVATE PROVIDERS

**Transportation Providers.** The intent of ISTEA is to involve private sector transportation providers such as railroads, freight haulers, barge lines, taxicabs, and intercity bus companies, among others, in planning and programming processes through the public involvement process. Private providers can work through WSDOT, planning organizations, or local governments that may sponsor projects they propose. ISTEA specifically directs a percentage of the Federal Transit Act Section 18 funds for rural transportation service and intercity bus service. This type of service is typically provided by the private sector. Federal Transit Act Section 16b2 funds are available only for private nonprofit transportation service providers.



## SUMMARY OF ELIGIBILITY

This section has shown that WSDOT, cities, counties, transit, and ports are eligible for funds from a variety of programs under ISTEA. Table IV-1 summarizes the funding sources for Washington's jurisdictions and agencies.

**Table IV-1: Eligible for Obtaining Funds from ISTEA Programs\***

Agency/Jurisdiction	WSDOT	Cities	Counties	Transit	Ports
Program					
National Highway System	■	■	■	■	■
Surface Transportation Program					
• Regional Competition**	■	■	■	■	■
• Statewide Competition	■	■	■	■	■
• Enhancement	■	■	■	■	■
• Safety	■	■	■	■	■
Bridge	■	■	■		
Congestion Mitigation and Air Quality Improvement***	■	■	■	■	■
Transit				■	
<p>* Private providers and citizen groups can work through these agencies and jurisdictions to get projects sponsored.</p> <p>** Obtained through the Transportation Management Area, Metropolitan or Regional Transportation Planning Organization, or County. Funds for all other programs can be obtained through WSDOT's Local Programs Division.</p> <p>***Obtained through the Transportation Management Areas.</p>					



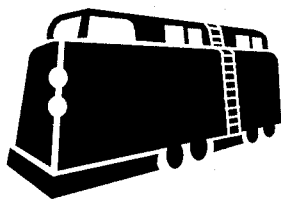
# Appendixes



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# Whom to Contact

## APPENDIX A



The following is a list of public agencies and organizations involved in implementing ISTEA in Washington. They can be contacted for precise information about opportunities to become involved in the transportation planning and project selection processes at the state and regional levels. Following this page is a map of Regional Transportation Planning Organizations in Washington State.

### Statewide Organizations

#### For ISTEA Title I Programs:

Washington State Department of Transportation

Local Programs Division

P.O. Box 47390

Olympia, WA 98504-7390

(206) 705-7370

Washington State Department of Transportation

Program Development Division

P.O. Box 67300

Olympia, WA 98504-7300

(206) 705-7100

#### For ISTEA Title II Programs:

Transit, Research and Intermodal Planning  
Division

P.O. Box 47370

Olympia, WA 98504-7370

(206) 705-7920

Governor's Office

Executive Policy, Transportation

P.O. Box 40002

Olympia, WA 98504-0002

(206) 753-6780

Association of Washington Cities

1076 South Franklin

Olympia, WA 98501

(206) 753-4137

Washington State Association of Counties

206 - 10th Avenue S.E.

Olympia, WA 98504

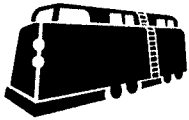
(206) 753-1886

Washington State Transit Association

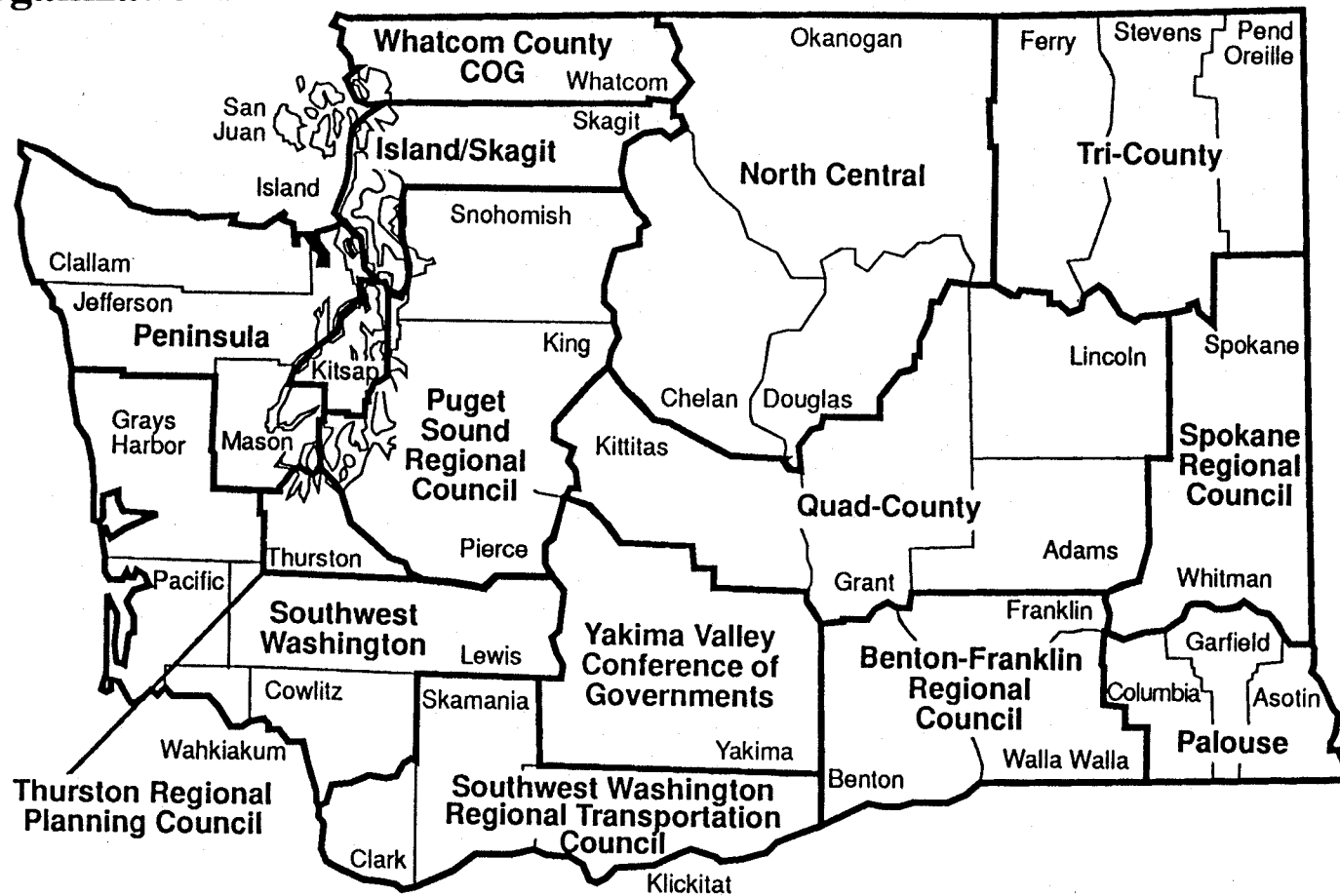
P.O. Box 2377

Olympia, WA 98507

(206) 786-9734



## Regional Transportation Planning Organizations



\* Kitsap County is in both the Peninsula and Puget Sound regional councils.



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County Road Administration Board (CRAB)  
2404 Chandler Ct., Suite 240  
Olympia, WA 98502  
(206) 753-5989

Rails-To-Trails Conservancy *and*  
Bicycle Federation of Washington  
Washington State Chapter  
P.O. Box 4054  
Federal Way, WA 98063  
(206) 874-8605

Washington Environmental Council  
5200 University Way Northeast, Suite 201  
Seattle, WA 98105  
(206) 527-1599

Washington Public Ports Association  
15th and Capitol, Suite 304  
Olympia, WA 98501  
(206) 753-6196

Washington Trust for Historic Preservation  
204 1st Avenue South  
Seattle, WA 98104  
(206) 624-7880

Washington Transportation Policy Institute  
600 University Street, Suite 1200  
Seattle, WA 98101  
(206) 389-7305

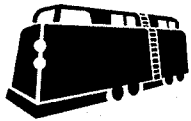
### **Regional Organizations:**

Benton-Franklin Regional Council  
P.O. Box 217  
Richland, WA 99352  
(509) 943-9185

Cowlitz-Wahkiakum Council of Governments  
207 Fourth Avenue North, Adm. Annex  
Kelso, WA 98626  
(206) 577-3041

Island/Skagit RTPO – District 1  
15700 Dayton Avenue North  
P.O. Box 3303-10  
Seattle, WA 98133-9710  
(206) 440-4727

North Central RTPO – District 2  
1551 North Wenatchee Avenue  
P.O. Box 98  
Wenatchee, WA 98801-1156  
(509) 663-9673



Palouse RTPO  
Palouse Economic Development Council  
Northeast 1345 Terre View Drive  
Pullman, WA 99163  
(509) 334-3579

Peninsula RTPO – District 3  
5720 Capitol Blvd., M/S 7440  
P.O. Box 9327  
Olympia, WA 98507-7440  
(206) 357-2605

Quad County RTPO  
Grant County Public Works  
P.O. Box 37  
Ephrata, WA 98823  
(509) 754-2011

Puget Sound Regional Council  
216 First Avenue South  
Seattle, WA 98104  
(206) 464-7515

Southwest Washington Regional Transportation  
Council  
1351 Officers Row  
Vancouver, WA 98661  
(206) 737-6067

Spokane Regional Council  
6th Floor Municipal Building  
West 808 Spokane Falls Blvd.  
Spokane, WA 99201-3333  
(509) 625-6988

Thurston Regional Planning Council  
2404-B Heritage Court Southwest  
Olympia, WA 98502  
(206) 786-5480

Tricounty RTPO  
TRICO Economic Development District  
347 West Second, Suite A  
Colville, WA 99114  
(509) 684-4571

Whatcom County Council of Governments  
1203 Cornwal, Suite 104  
Bellingham, WA 98225  
(206) 676-6974

Yakima Valley Conference of Governments  
6 South Second Street, Suite 605  
Yakima, WA 98901  
(509) 575-4372

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# GLOSSARY OF TERMS, ACRONYMS, AND ABBREVIATIONS

## APPENDIX B



**ADA:** The **Americans with Disabilities Act of 1990** mandates sweeping changes in building codes, transportation, and hiring practices to prevent discrimination against persons with disabilities, not only in projects involving federal dollars, but in connection with all new public places, conveyances, and employers. The significance of ADA in transportation is mainly felt in terms of transit operations, capital improvements, and hiring.

**CAAA:** The **Clean Air Act Amendments of 1990** identify "mobile sources" (vehicles) as primary sources of pollution and call for stringent new requirements in metropolitan areas and states where attainment of National Ambient Air Quality Standards (NAAQS) is or could be a problem.

**CALA:** A **County Area Lead Agency** is the agency carrying out the project selection for regional competitive STP funds in rural areas until 1995. Usually, a county's Public Works Department

fulfills that function. In some areas, County Area Lead Agencies may continue to carry out the process beyond Federal Fiscal Year 1995 if the Regional Transportation Planning Organization does not take over programming and project selection responsibilities.

**CMAQ:** The **Congestion Mitigation and Air Quality Improvement Program**, a categorical funding program contained in Title I of ISTEA that provides funds for projects and activities to reduce congestion and improve air quality. To be eligible for CMAQ, projects and activities must contribute to achieving National Ambient Air Quality Standards and must be included in a Transportation Improvement Program (TIP).

**CMS: Congestion Management Systems.** ISTEA requires large metropolitan areas (200,000 population or more) and states to develop management plans that make new and existing transportation



facilities more effective through the use of travel demand management and operational management strategies. The CMS requirement strengthens the link between the Clean Air Act Amendments and ISTEA.

**COG: Council of Governments**, one of several possible names for a Metropolitan Planning Organization.

**CRAB: County Road Administration Board.** CRAB is an oversight agency for county road organizations. As part of that function, it administers the Rural Arterial and the County Arterial preservation programs for the State.

**CTR: The Commute Trip Reduction** legislation requires major employers in the eight most populous counties in the State to take measures to reduce the number of single-occupant vehicle (SOV) trips and the number of vehicle miles traveled (VMT) by their employees. SOV trips and VMT are targeted to be reduced from a baseline year within homogeneous trip-reduction zones by 15 percent in 1995, 25 percent in 1997, and 35 percent in 1999.

**DCD: The Department of Community Development** is the State agency responsible for undertaking State duties arising from the Growth Management Act.

**DOE: The Department of Ecology** is responsible for ensuring compliance with CAAA and SIP preparation.

**DOT: Department of Transportation** can refer to U.S. DOT or a state DOT.

**EAC: The Enhancement Advisory Committee** sets criteria for projects to receive funding from the Enhancements Program and recommends projects to WSDOT.

**EPA: The Environmental Protection Agency** is the federal agency responsible for monitoring and ensuring compliance with air quality standards at the state level.

**FHWA: The Federal Highway Administration** is the agency of U.S. DOT with jurisdiction over highways.

**FTA: The Federal Transit Administration** is the agency of U.S. DOT with jurisdiction over transit. Formerly the Urban Mass Transit Administration.

**GMA: The Growth Management Act** of 1990, amended in 1991, was signed into law by the Governor to address the negative consequences of unprecedented population growth and suburban sprawl





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in Washington. The GMA requires all cities and counties in the State to do some planning and has more extensive requirements for the largest and fastest-growing counties and cities in the State. Its requirements include guaranteeing the consistency of transportation and capital facilities plans with land use plans.

**HCT:** A **High Capacity Transit** system is a public transit system, such as rail, that can accommodate large volumes of riders.

**HOV:** A **High-Occupancy Vehicle** is a car carrying enough people to be able to travel in the HOV or Diamond Lane, or a vanpool or bus. In Washington, most HOV lanes require that two or more persons travel together, although in some places three people are needed.

**ISTEA:** The **Intermodal Surface Transportation Efficiency Act of 1991**, signed into law on December 18, 1991. ISTEA implemented broad changes in the way transportation decisions are made by emphasizing diversity and balance of modes and preservation of existing systems over construction of new facilities, especially roads, and by proposing a series of social, environmental, and energy factors that must be considered in transportation planning, programming, and project selection.

**IVHS:** **Intelligent Vehicle-Highway Systems** generically refers to the advanced technology applications that automate highway and vehicle systems to enable the more efficient and safer use of existing highways.

**LRP:** A **Long-Range Plan** is a 20-year forecast plan, now required at both the metropolitan and state levels, that must consider a wide range of social, environmental, energy, and economic factors in determining overall regional goals and how transportation can best meet these goals.

**MPO:** A **Metropolitan Planning Organization** is the agency designated by the governor (or governors in multi-state areas) to administer the federally required transportation planning process in a metropolitan area. An MPO must be in place in every urbanized area over 50,000 population. The MPO is responsible for the 20-year long-range plan and the Transportation Improvement Program. The official name for an MPO may also be Council of Governments, Planning Association, Planning Authority, Regional or Area Planning Council, or Regional or Area Planning Commission. ISTEA provides procedures under which local governments and governor(s) may designate or redesignate an MPO.



**MSA & CMSA: Metropolitan Statistical Area** is the Census classification for areas having populations over 50,000. The MSA may contain several urbanized areas, but contains one or more central city or cities. When the commuting patterns of two MSAs have caused them to merge, the result is a **Consolidated Metropolitan Statistical Area (CMSA)**.

**NAAQS: National Ambient Air Quality Standards** were set up by the Environmental Protection Agency to help mitigate the health impacts of air pollution. EPA established NAAQS measures for six pollutants: carbon monoxide, ozone, particulate matter, lead, sulfur dioxide, and nitrous oxide.

**NHS:** The **National Highway System** will be designated by Congress in 1995 and contain all Interstate routes, a large percentage of urban and rural principal arterials, and strategic highways and connectors. ISTEA funding will be available for NHS.

**Nonattainment Area:** A nonattainment area does not meet NAAQS. In Washington, Seattle/Tacoma, Spokane, and Vancouver are nonattainment areas for ozone and/or carbon monoxide. There are other nonattainment areas for particulate matter.

**OA: Obligation Authority** is an annually determined limitation on the obligation of funds distributed through ISTEA. It controls the rate at which these funds may be used.

**PE: Preliminary Engineering** includes all work necessary to produce construction plans, specifications, and cost estimates for transportation facilities, including every action needed to allow for construction. All TIP projects need to have passed the preliminary engineering phase to be able to receive funding. This is particularly important for contingency projects that may be moved up from a later year within a TIP for projects that cannot be carried out as planned.

**RTA: The Regional Transportation Authority** is one of the agencies established by legislation which has the ability to provide High Capacity Transit.

**RTP: Regional Transit Project** is the name for the rail/bus/HOV project that is currently being planned for the Puget Sound region (Snohomish, King, and Pierce counties).

**RTP: A Regional Transportation Plan**, coordinating transportation planning efforts of all member jurisdictions, is required by all Regional Transportation Planning Organizations receiving funding for



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regional planning under the Regional Transportation Plan Program of the GMA.

**RTPO: Regional Transportation Planning Organizations** were authorized by the Legislature in 1990 as part of the Growth Management Act. They are created by local governments to coordinate transportation planning among jurisdictions and to develop a regional transportation plan. Washington provides funding and a formal mechanism that is available to all local governments (and not only those required to plan under GMA) and the State to coordinate transportation planning for regional transportation facilities. Currently, RTPOs are formed through voluntary association of local governments within regions defined as at least one county with at least 100,000 population or at least three counties if the combined population is less than 100,000. Efforts are under way to change the minimum requirements to regions with a minimum population of 50,000 or two counties, and to mandate the formation of RTPOs during the current or next legislative session.

**SEPA: The State Environmental Policy Act** requires the evaluation of environmental impacts associated with a project or agency action prior to approval. Its purposes are 1) to make decision

makers aware of the environmental consequences of their actions, and 2) to involve the public and other interested parties in the analysis.

**SIP: State Implementation Plan** for attainment of NAAQS. There are separate SIPs for each pollutant (carbon monoxide, ozone, and particulate matter) in each region. DOE is responsible for the preparation of the necessary plans.

**SOV: Single-Occupancy Vehicle.**

**STIP: The Statewide Transportation Improvement Program** is a three-year transportation investment strategy, required at the state level, which addresses the goals of the state long-range plan and lists priority projects and activities throughout the state.

**STP: The Surface Transportation Program** is one of the key capital programs in Title I of ISTEA. It provides flexibility in expenditure of "road" funds for nonmotorized and transit modes and for a category of activities known as transportation enhancements, a broadening of the definition of eligible transportation activities to include pedestrian and bicycle facilities and enhancement of community and environmental quality through 10 categories of activities.



**TCM: Transportation Control Measures** are implemented to enable nonattainment areas to meet their emissions goals. They can include TDM measures, parking policies and pricing, or other system improvements that reduce congestion.

**TDM: Transportation Demand Management** measures try to reduce the proportion of person-trips traveling by SOV. They can include promotion of non-SOV modes of transportation, car and vanpool formation assistance, transit subsidies, and a variety of other measures.

**TIP: A Transportation Improvement Program** is a three-year transportation investment strategy required under ISTEA, similar to the six-year program required by State law, which addresses the goals of the long-range plans and lists priority projects and activities for the region. (At the state level, the TIP is also known as a STIP, not to be confused with a SIP. TIPs from all regions are incorporated in the STIP.)

**TMA: Transportation Management Areas** are subject to special requirements under ISTEA and in some cases benefit from preferential treatment with regard to air quality needs and local authority to select transportation projects. Any urban area over 200,000 population is automatically a Transportation Management Area, which subjects it to addi-

tional planning requirements but also entitles it to funds earmarked for large urbanized areas under the Surface Transportation Program. Additional areas may be designated TMAs if the governor and the MPO or affected local officials request designation. Such a designation would entitle them to greater local project selection authority through their MPOs and to STP funds earmarked for large urban areas. (It should be noted that by agreement within Washington State, all MPOs have essentially been given that authority.) Designation as TMA also carries additional responsibilities for the preparation of a Congestion Management System. (TMAs are not to be confused with **Transportation Management Associations**, voluntary groups set up to manage and reduce the number of trips taken in an area. These associations are often created and managed by employers.)

**TSM: Transportation Systems Management** describes a variety of actions and activities designed to make the existing transportation system more efficient. It includes, for example, traffic synchronization.

**UZA: Urbanized Area** is a Census classification for areas having populations of 5,000 or more and that meet certain population density requirements. The 1990 Census identified 35 UZAs that newly qualified to be designated MPOs.



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**Vision 2020:** Vision 2020 describes the long-range land use, growth, and transportation strategy of all member jurisdictions of the Puget Sound Regional Council.

**VMT: Vehicle miles traveled** describes the number of miles traveled during a typical trip, for example, a typical commute trip. It can serve as an indicator for demand management activities.

**WSEO:** The **Washington State Energy Office** is responsible for coordinating, monitoring, and evaluating CTR efforts.

**WSTC:** The **Washington State Transportation Commission** has a key role in setting Washington's transportation policy and goals. It directs WSDOT's planning and programming efforts and approves the final products. The Commission has seven members, who are appointed by the Governor.

**WSDOT:** The **Washington State Department of Transportation**.

**WTPI:** The **Washington Transportation Policy Institute** is a statewide, private nonprofit membership organization dedicated to assisting in the planning, building and operating of a balanced, efficient, integrated, multimodal and safe transportation system, both for freight and passengers statewide. The Institute members elect a twenty-seven member board of directors, split almost equally between the private and public sectors. Its methods are to disseminate useful information (through its Washington Transportation-Policy Report) and build consensus as to what needs to be done. Those interested in more information or to join may call them at 206-389-7305.